

# Executive Summary of XSEDE Advisory Board Meeting, December 16, 2021

Meeting Date: Thursday, December 16, 2021

Meeting Place: 1 hour Teleconference via Zoom

Preface: The main topic of this call was to discuss the final report plan and a communications plan to the community.

## Approval of October Meeting Minutes

- Approved

## XSEDE Final Report Plan

John Towns

- XSEDE is a complicated project and as we're nearing the end, telling the story is going to be challenging.
- We have had discussions with NSF about doing a no-cost extension to close out the financials, and to complete the reporting and analysis.
- As of Sep 1, ACCESS will take over, no more operations cost from XSEDE.
- We want to share XSEDE stories to the community. These stories are available for NSF folks, but generally no one else gets to see them.
- IPR18 is added to cover normal reporting of May 1, 2022 through July 31, 2022.
  
- IPR19 is added to focus on two areas of reporting: a comprehensive reporting on project matrix through the end of the operational period of the project, and a report on lessons learned and best (known) practices determined by the project during its execution. The matrix appendix will have a full accounting of metrics for the lifetime of the project.
  - Section 1: Introduction
    - Strategic Goals and KPI Summary
      - What do the trends look like over time?
    - Summary and Highlights of Operational Period
  - Section 2: Science Case and Science Impact
    - Foundational Motivation for XSEDE
    - Science Impact
  - Section 3: Discussion of Strategic Goals and Key Performance Indicators
  - Section 4: Community Engagement and Enrichment (CEE)

- CEE WBS Areas 2.1.1 through 2.1.6
  - Section 5: Extended Collaborative Support Service (ECSS)
    - ECSS WBS Areas 2.2.1 through 2.2.6
  - Section 6: XSEDE Cyberinfrastructure Integration (XCI)
    - XCI WBS Areas 2.3.1 through 2.3.3
  - Section 7: XSEDE Operations
    - Operations WBS Areas 2.4.1 through 2.4.5
  - Section 8: Resource Allocation Service (RAS)
    - RAS WBS Areas 2.5.1 through 2.5.3
  - Section 9: Program Office (PgO)
    - PgO WBS Areas 2.6.1 through 2.6.5
  - Section 10: Lessons Learned and Best (Known) Practices
- A year later at the end of no-cost extension, we will have completed the longitudinal studies, impact analysis, and will provide reports on these.
- John: Should we include the science stories? Ken: Does it cost anything? John: No, it doesn't cost anything - but will make the report bigger. The stories will have been written already. The question is should we provide the url or do we include them in the document. Not sure how long the XSEDE website will live outside the project.
- John: maybe include 2-3 paragraphs that summarize what have been accomplished over the life of the award. Many of the stories are included in prior report.
- Sections 4-9 - for each WBS.
  - Q: the activities and successes and trends - focus on the lifetime of the project (XSEDE2, 6 years) or the lifetime of XSEDE (11 years) - is there value in looking at the longer trend?
    - A: the long-term view will be quite important.
    - A: XSEDE as a whole both times have played a big role in the community, and would seem most relevant to have the long-term perspective captured here.
    - A: I think you may want to do the long-term, but not for every piece. Having done reports that cover 6,7 years of project that change KPIs. etc, it gets really messy really fast. But there are some things that are definitely valuable to look at the longer term if you could do it.
  - John: I think that's a great point, because we have changes from the first award to the second award; it would be hard to do 11 years of analysis. But there are some things we can do for the 11 years period that have consistent matrix and consistent measures that we've been taking over time, i.e allocations are fairly consistent between the two awards. Other things are not so obvious.

## Lessons Learned and Best (Known) Practices

- Anticipating that this section will be made available to the community as a stand alone document
- John's Q: Should we release the first part of this report around metrics and analysis for the life of the project - is there a value in that for the community?
  - A: Rather than trying to fit into NSF format, it's a valuable report and should be written to the community audience. A best practices paper that would be accessible to the public.
  - John: As a project we can release this report - many people in the community are interested to learn the lessons. Thank you for the input.
- Q: Might consider releasing the reports via a platform like Zenodo or Open Science Framework for longevity of access. John also mentioned that all of our documents, including the final reports are in the Community Within, the repository maintained at University of Illinois.

## XSEDE 2.0 Final Report (still being refined):

- Section 1: Introduction
    - Project Level Impact Analysis
  - Section 2: Science Case and Science Impact
    - Foundational Motivation for XSEDE
    - Science Impact
  - Section 3: Longitudinal Studies
  - Section 4: ROI Analysis
  - Section 5: IRIS Studies
  - Section 6: XSEDE to ACCESS Transition
  - Section 7: Project Outcomes Report for the General Public
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- John: Is there something missing that we should be telling the community that should be reflected here?
  - A: In past lessons learned we have focused on the negatives, i.e. what NSF could have done better, however, XSEDE has done well, so the community wants to hear successes, what have you done well - these lessons learned would be valuable for the community. What is it that they need to know so they can be just as successful?

- John: We definitely want to focus more on that, because in the past it was easy to focus on the negatives. But, I definitely want to talk about a lot of things that we've done, such as the terminology task force, we want to show positive elements that impact the community. How have our activities brought values more broadly, and how did that happen?
- A: Definitely worth talking about your DEI efforts. John: I think we have done a lot of work there, and had a lot of successes.
- A: Not something that is missing - but I'm commenting to say I'm happy to see you're still talking to IRIS, and curious to see what kind of results they come up with.

## XSEDE to ACCESS Communications Plan

### Dina Meek

- Dina is relatively new to XSEDE, and has been doing a great job.
- She has created a Communications plan to the community, to communicate that changes are coming.
- At a recent allocation meeting, a reviewer did not know that XSEDE is ending next year.
- The current end date is August 31, 2022 - guide the researchers to prepare them for transition. January-August 2022.
- Communicate what we know as we know it.
- Cautious about the message - minimize disruptions, make sure that all the messages are aligned.
- Start with goals - who are the community that we want to talk to and with - primary, secondary, tertiary. Are there others we want to add?
- Primary: Researchers, ECSS clients, SPs, XSEDE staff; Secondary: Campus Champions, Science Gateways; Tertiary: NSF.
- Key messaging: breaks down in Audience (target), Key Messages, Emotion to evoke, Desired Action.
  - ACCESS management will be different. If any research is running on XSEDE, will continue to run.
- Milestones were discussed
- Actual communication vehicles
  - all of these are digital
  - Create a commemorative book/booklet that highlights 10-20 (have not been determined) science successes
- Questions/comments: are we missing audiences? Are we missing the messages?
  - Not knowing ACCESS - how do you navigate?

- We don't know - we may not know until late in the game. We can only communicate what we know.
- A: I think this is great - looking to communicate what you do know rather than waiting until the last minute. The fact that we don't know what's going to happen next, but to communicate over and over that XSEDE is ending, lets the community know that they are valued and let them know that the ending is coming.
- A: Agree with Lisa - this is a thoughtful plan. Good idea to invest doing this.
- A: agree with Lisa - one of the key questions that are going to come up is continuity. Keep that in the forefront of the communication.
- John: one reassuring thing: their allocations should not be disrupted during this transition. They are the anchors. While XSEDE does the review and decides the allocation, they are managed by the SPs, they continue access and continue their research without disruptions.

## Wrap up/Close Meeting

Motion to close.

Next meeting: February 15, 2022 (3-4pm ET/ 2pm CT/ 1pm MT/12pm PT)

